

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY  
FISCAL YEAR 2010

Department: General Government	Program: Administration		Activity: Township Management		Program Code: 112	
Classification	2006 Actual	2007 Acutal	2008 Acutal	2009 Budget	2010	
					Department Recommended	Manager Approved
Salaries and Benefits	\$ 82,974.00	\$ 75,514.46	\$ 74,094.10	\$ 70,465.00	\$ 78,055.47	\$ 60,243.40
Services and Supplies	\$ 5,354.16	\$ 5,818.25	\$ 5,585.49	\$ 6,361.00	\$ 6,059.00	\$ 5,056.00
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 88,328.16	\$ 81,332.71	\$ 79,679.59	\$ 76,826.00	\$ 84,114.47	\$ 65,299.40
Fund Title	\$ 88,328.16	\$ 81,332.71	\$ 79,679.59	\$ 76,826.00	\$ 84,114.47	\$ 65,299.40
General Fund						
TOTAL FUNDING	\$ 88,328.16	\$ 81,332.71	\$ 79,679.59	\$ 76,826.00	\$ 84,114.47	\$ 65,299.40
TOTAL POSITIONS	1.75	1.75	1.75	1.75	1.75	1.25

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
PROGRAM COMMENTARY  
FISCAL YEAR 2010

Department: General Government	Program: Administration	Activity: Township Management	Program Code: 112
-----------------------------------	----------------------------	----------------------------------	----------------------

**BASIC FUNCTIONS:**

The office of the Township Manager provides the services of the chief executive officer for the Township operations and municipal services implementing the policy of the Township Council. The primary functions of the Township Manager are to plan, direct, and supervise; prepare and administer the fiscal budget; and enforce the municipal code and contract obligations.

**Program Highlights:**

Emphasis in 2010 will be to maintain a stable tax base, increase revenue, and pursue commercial ratables in a managble manner to help keep our growth consistant with our tax rate. In addition we will be continuing our emphasis on "green government".

**NET BUDGET CHANGE:**

**NET STAFF CHANGE:**

**SIGNIFICANT INCREASES OR DECREASES:**

**SIGNIFICANT ITEMS OF CAPITAL OUTLAY:**

**FUNDING SOURCE:**

**TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
PERSONNEL SERVICES AND STAFFING SUMMARY  
FISCAL YEAR 2010**

Department: General Government		Program: Administration		Activity: Township Management		Program Code: 112	
Object Code	Object of Expenditure Titles	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
101	Full time Salaries	59,268.00	53,830.46	55,666.10	52,527.00	58,874.10	46,315.40
102	Part time Salaries						
103	Overtime						
104	Temporary Salaries						
	Fringe benefits	23,706.00	21,684.00	18,428.00	17,938.00	19,181.37	13,928.00
	Total	\$ 82,974.00	\$ 75,514.46	\$ 74,094.10	\$ 70,465.00	\$ 78,055.47	\$ 60,243.40
<b>No. of Positions</b>							
Regular Staff Summary By Classifications		2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
Township Manager		0.25	0.25	0.25	0.25	0.25	0.25
Executive Secretary		1	1	1	1	1	1
Administrative Assistant		0.5	0.5	0.5	0.5	0.5	0
Total		1.75	1.75	1.75	1.75	1.75	1.25

## TOWNSHIP OF GALLOWAY ANNUAL BUDGET

## PERSONNEL SERVICES

## Budget Request Computations FY2010

Position Classification	Code	Grade	Step	Months	Monthly Salary	Annual Total	Budget Allocation	Proposed Budget	Adopted Budget
Township Manager				12	\$ 1,833	\$ 22,000	100%	\$ 22,000	\$ 22,000
Executive Secretary				12	\$ 4,603	\$ 55,238	100%	\$ 55,238	\$ 55,238
Administrative Assistant				12	\$ 3,481	\$ 41,771	50%	\$ 20,886	\$ 3,481
Paid Vacation Days						\$ 843	100%		
Subtotal								\$ 98,124	\$ 80,719
Less 40% to Utility								\$ 39,249	\$ 32,288
10 Furlough Days - Grams									\$ (2,116)
Grand Total Regular Salaries								\$ 58,874	\$ 46,315

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
PERSONNEL SERVICES SUMMARY  
FISCAL YEAR 2010

Department:					Program:		Activity:			Program Code:		
General Government					Administration		Township Management			112		
Item Title	Positions						Dollars					
	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010		2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept Req.	Mgr Appr.					Dept. Req.	Mgr. Appr.
FRINGE BENEFITS:												
Health Insurance	2	2	2	2			19,200	16,800	14,160	13,920	10,800	7,800
Pension											3,878	2,585
Social Security	2	2	2	2			4,506	4,884	4,268	4,018	4,504	3,543

## FISCAL YEAR 2010

Benefits:	No.	Base Rate	Months	Annual Salaries	Annual Benefits	Budget Allocation	Proposed Budget
Health Insurance:							
Single				N/A			
Parent/Child				N/A			
Family	1	1,000	12	N/A	12,000	100%	12,000
	1	1,000	12	N/A	12,000	50%	6,000
						Total	18,000
						40% to Utility	7,200
						Net	10,800
Pension:							
PERS	1.5	2,585	N/A	N/A	3,878	100%	3,878
PFRS		22,772	N/A	N/A	-		-
Social Security	N/A	7.65%	N/A	\$ 58,874.10	4503.86865	100%	4503.86865
Total Fringe Benefits:							19,181

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
NONPERSONNEL EXPENSE SUMMARY  
FISCAL YEAR 2010

Department:		Program:		Activity:		Program Code:	
General Government		Administration		Township Management		112	
Object Code	Object of Expenditure Titles	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
201	Advertising						
202	Rental	611.00	1,210.00	1,068.00	1,400.00	1,936.00	1,600.00
203	Conference, Conventions & Dues	164.00	144.00	45.00	100.00	100.00	100.00
204	Office Supplies/Stationary	680.03	611.42	289.31	450.00	450.00	300.00
205	Printing and Copying	866.23	590.65	430.00	750.00	845.00	550.00
206	Books, Periodicals and Dues	542.39	562.00	100.00	550.00	522.00	450.00
207	Postage	652.51	668.18	500.00	500.00	500.00	400.00
208	Maintenance & Repairs of Equipment	81.00	100.00	190.00	150.00	150.00	100.00
209	Office Equipment	157.00	283.00	115.18	100.00	100.00	100.00
210	Vehicle Maintenance	1,350.00	1,413.00	2,427.00	1,733.00	905.50	906.00
211	Reimbursement of Business Expense	-	20.00	32.00	50.00	50.00	50.00
401	Gasoline	250.00	216.00	389.00	578.00	500.50	500.00
subtotal		5,354.16	5,818.25	5,585.49	6,361.00	6,059.00	5,056.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
NONPERSONNEL EXPENSE SUMMARY cont.  
FISCAL YEAR 2010

Department:		Program:		Activity:		Program Code:	
General Government		Administration		Township Management		112	
Object Code	Object of Expenditure Titles	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
						Department Recommended	Manager Approved
	subtotal forward	5,354.16	5,818.25	5,585.49	6,361.00	6,059.00	5,056.00
	Total Services and Supplies	5,354.16	5,818.25	5,585.49	6,361.00	6,059.00	5,056.00
	CAPITAL OUTLAY						
	Total Capital Outlay	0	0	0	0	0	0
	Grand Total Other Expenses	5,354.16	5,818.25	5,585.49	6,361.00	6,059.00	5,056.00



TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
General Government	Administration	Township Management	112			
OBJECT NUMBER: 10-01-20-100-000-202			ACCOUNT TITLE: Rental			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Ricoh Color Copier	611.00	1,210.00	1,068.00	1,400.00	1,936.00	1,600.00
Savin Copier						
Mgr Cell Phone						
Total:					1,936.00	1,600.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:		Activity:		Program Code:	
General Government	Administration		Township Management		112	
OBJECT NUMBER: 10-01-20-100-000-203			ACCOUNT TITLE: Conference, Convention and Seminars			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
CEU's Seminar	164.00	144.00	45.00	100.00	100.00	100

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
General Government	Administration	Township Management	112			
OBJECT NUMBER: 10-01-20-100-000-204			ACCOUNT TITLE: Office Supplies/Stationary			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Envelopes Supplies	680.03	611.42	289.31	450.00	450.00	300.00
Total:					450.00	300.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
General Government	Administration	Township Management	112			
OBJECT NUMBER: 10-01-20-100-000-205			ACCOUNT TITLE: Printing and Copying			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Atl. Co. Record Destruction	866.23	590.65	430.00	750.00	845.00	550.00
Paper						
Fax Machine Drums/Toners						
Business Cards						
Labels for Label Maker						
Ink Cartridge for 2 Printers						
Total:					845.00	550.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
General Government	Administration	Township Management	112			
OBJECT NUMBER: 10-01-20-100-000-206			ACCOUNT TITLE: Books, Periodicals and Dues			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
NJLM Magazine	542.39	562.00	100.00	550.00	522.00	450.00
The Press						
Grants Cities & Towns						
Ord.com						
Misc.						
Total:					522.00	450.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
General Government	Administration	Township Management	112			
OBJECT NUMBER: 10-01-20-100-000-207			ACCOUNT TITLE: Postage			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
	652.51	668.18	500.00	500.00	500.00	400.00
Total:						500.00 400.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
General Government	Administration	Township Management	112			
OBJECT NUMBER: 10-01-20-100-000-208			ACCOUNT TITLE: Maintenance and Repairs			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Comcast Internet & Other	81.00	100.00	190.00	150.00	150.00	100.00
Total:						150.00 100.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
General Government	Administration	Township Management	112			
OBJECT NUMBER: 10-01-20-100-000-209			ACCOUNT TITLE: Office Equipment			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Office Equipment	157.00	283.00	115.18	100.00	100.00	100.00
Total:						100.00
						100.00



TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
General Government	Administration	Township Management	112			
OBJECT NUMBER: 10-01-20-100-000-210			ACCOUNT TITLE: Vehicle Maintenance			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
Half Charged to Seniors	1,350.00	1,413.00	2,427.00	1,733.00	905.50	906.00
Total:					905.50	906.00

<p style="text-align: center;">TOWNSHIP OF GALLOWAY ANNUAL BUDGET</p> <p style="text-align: center;">GENERAL SUMMARY BY OBJECT CODE</p> <p style="text-align: center;">FISCAL YEAR 2010</p>	
---	--

Department:	Program:	Activity:	Program Code:
General Government	Administration	Township Management	112

OBJECT NUMBER: 10-01-20-100-000-211	ACCOUNT TITLE: Reimbursement Business Expenses
-------------------------------------	--

Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved

	20.00	32.00	50.00	50.00	50.00
Total:				50.00	50.00

TOWNSHIP OF GALLOWAY ANNUAL BUDGET  
GENERAL SUMMARY BY OBJECT CODE  
FISCAL YEAR 2010

Department:	Program:	Activity:	Program Code:			
General Government	Administration	Township Management	112			
OBJECT NUMBER: 10-01-20-100-000-401			ACCOUNT TITLE: Gasoline			
Detailed Explanation:	2006 Actual	2007 Actual	2008 Actual	2009 Budget	2010	
					Dept. Rec.	Mgr. Approved
	250.00	216.00	389.00	578.00	500.50	500.00
Total:						500.50 500.00